

Memorandum



Date: May 8, 2007

To: Honorable Chairman Bruno A. Barreiro and
Members, Board of County Commissioners

Agenda Item No. 1(D)6

From: George M. Burgess
County Manager

A handwritten signature in dark ink, appearing to read "G. Burgess", written over the printed name of George M. Burgess.

Subject: Sunset Review of County Boards for 2007 – Library Advisory Board

In accordance with the provisions of Section 2-11.40 of the Code of Miami-Dade County, I am transmitting the 2007 Sunset Review of County Boards Report for the Library Advisory Board. The Board approved the attached report at its meeting of February 12, 2007, and has recommended the continuation of its board.


A handwritten signature in dark ink, appearing to read "Alex Munoz", written over a horizontal line.

Alex Munoz
Assistant County Manager

cmo07907

Memorandum



Date: February 16, 2007
To: George M. Burgess, County Manager
From: Maria C. Velez 
Chairperson, Library Advisory Board
Subject: Sunset Review of County Boards for 2007 – Library Advisory Board

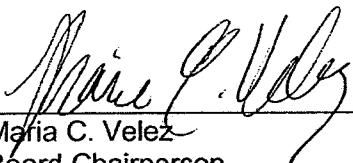
Pursuant to Section 2-11.40 of the Code of Miami-Dade County, I am submitting the 2007 Sunset Review of County Boards Report for the Library Advisory Board for transmittal to the Board of County Commissioners (BCC). The Board approved the attached report at its meeting of February 12, 2007.

It is recommended that the BCC approve the continuation of the Library Advisory Board.

BACKGROUND

The Library Advisory Board was created July 2, 1963 and the purpose of the Board is to provide a feasible, adequate public library system for this entire Metropolitan area in cooperation with all other governmental entities, and will be in a position to furnish information, advice and counsel to the board of County Commissioners.

The Library Advisory Board should continue to function to support and lobby for Library funding on the Federal, State and local levels, and to help keep library services operational.



Maria C. Velez
Board Chairperson

SUNSET REVIEW QUESTIONNAIRE
MIAMI-DADE COUNTY BOARDS
2007

I. GENERAL INFORMATION

1. Name of Board reporting:
Library Advisory Board
2. Indicate number of board members, terms of office, and number of vacancies:
Number of Board Members: 9
Terms of Office: 3 Year Term / See attachment 1
Number of Vacancies: 2
3. Identify number of meetings and members' attendance (Attach records reflecting activity from Jan. 1, 2005 through December 31, 2006):
Number of Meetings: 10
Number of Meetings with a Quorum: 5
Attendance Records: See Attachments 2 & 3
4. What is the source of your funding?
The Library's operating budget funded \$1,499.07 for travel.
5. Date of Board Creation:
July 2, 1963
6. Attach a copy of the ordinance creating the Board (Please include all subsequent amendments).
See attachment 4
7. Include the Board's Mission Statement or state its purpose:
See attachment 5
8. Attach the Board's standard operating procedures, if any.
See attachment 4
9. Attach a copy of the Board's By-Laws, if any.
See attachment 6
10. Attach a copy of the Board minutes approving the Sunset Review Questionnaire, including a vote of the membership.

See attachment 7

11. Include a diskette, saved as ASCII or Rich Text Format (RTF), of the County Manager's transmittal memorandum to the Board of County Commissioners with the Board's recommendation.

See attachment 8

II. EVALUATION CRITERIA

1. Is the Board serving the purpose for which it was created? (Please provide detailed information)

Yes. According to the County Code, this group should be "dedicated to the purposes of providing a feasible, adequate public library system for this entire Metropolitan area in cooperation with all other governmental entities, and will be in a position to furnish information, advice and counsel to the board of County Commissioners." The Library Advisory Board does this.

2. Is the Board serving current community needs? (Please provide detailed information)

The Library Advisory Board has continued to successfully support and lobby for Library funding on the Federal, State and local levels, and has helped keep library services operational.

3. What are the Board's major accomplishments?

- a. Last 24 months: In March 2005 & 2006, two Board members traveled to Tallahassee to participate in National Library Day. Board members lobbied the Miami-Dade delegation for increased State Aid to libraries. For FY04-2005, the Library System received \$2,667,542 million in State aid.
- b. Since established: The board has helped lobby for increased State aid; passage of the 1998 Book Trust, a 1/2 mill tax levied over two years; and helped expand Miami-Dade Public Libraries to its current 43-branch system. Board representatives have participated in the annual Library budget hearing.

4. Is there any other board, either public or private, which would better serve the function of this board?

No. There is no other board currently serving this function.

5. Should the ordinance creating the Board be amended to better enable the Board to serve the purpose for which it was created? (Attach proposed changes, if answer is "Yes")

No

6. Should the Board's membership requirements be modified?

No

7. What is the operating cost of the Board, both direct and indirect? (Report on FY2006 and FY 2007)

The only cost to the County consists of travel for two Board members to Tallahassee. In FY05-2006 the total bill for all board travel was \$1,499.07. Similar costs are anticipated during the current fiscal year. The director's secretary serves as secretary to the Board.

8. Describe the Board's performance measures developed to determine its own effectiveness in achieving its state goals.

Effective Advocacy for Libraries – Increased State aid, local and Federal funding to libraries.

Effective Communication to the County Commission and other governmental entities – Met all requirements for verbal and written communication.

MIAMI-DADE COUNTY PUBLIC LIBRARY ADVISORY BOARD**Term Expires**

Velez, Maria C. 1235 Asturia Avenue Coral Gables, FL 33134	(Chairperson)	305-445-3482 305-461-9223 (wk) 305-461-9498 (fx) e-mail: mariv1235@aol.com	03/15/08
Datorre, Zoila 5675 La Gorce Drive Miami Beach, FL 33140	(Vice-Chair)	305-866-3036 305-577-6118 (wk) 305-577-7765 (fx) e-mail: wic2318@aol.com	02/28/09
Cantey, Anthony J. 9822 NE 2 Avenue, #2 Miami Shores, FL 33138		305-836-5656 305-836-0883 (fx)	09/12/09
Gonzalez, Florentino L. 2973 NW 97 Court Miami, FL 33172		305-594-6523 305-358-6300 (wk) 305-381-9982 (fx) e-mail: fgonzalez@shutts-law.com	03/15/08
Kasdin, Ana R. 4520 North Jefferson Avenue Miami Beach, FL 33140		305-531-1713 305-773-7753 (cell) e-mail: askark522@aol.com	02/28/09
Vanden, Sandra K. 4265 Braganza Avenue Miami, FL 33133		305-666-4807 305-666-4905 (fx) e-mail: SVan6@aol.com	09/12/09
Verrecchia, Lea Nickless 3572 Vista Court Coconut Grove, FL 33133		305-856-4582 e-mail: leanickless@bellsouth.net	08/23/08
Wilson, Dayle W. 13015 SW 109 Place Miami, FL 33176		305-234-9697 305-284-2419 (wk) e-mail: daylewilson@miami.edu	07/30/07
Wyllie, Carol G. The Graham Companies 6843 Main Street Miami Lakes, FL 33014-2048		305-817-4104 (wk) 305-821-1130 (wk) 305-557-0313 (fx) e-mail: carol.wyllie@grahamcos.com	09/12/09

VACANT**VACANT**

MIAMI-DADE COUNTY PUBLIC LIBRARY ADVISORY BOARD

Attendance at Meetings – 2005

<u>NAME</u>	<u>1/10</u>	<u>3/14</u>	<u>5/9</u>	<u>9/12</u>	<u>11/14</u>
Jeff Donnelly, Chair (resigned 10/10/05)	P	P	A	P	-
Maria Velez, V-Chair	P	P	P	P	P
Ellery Brown	A	P	A	P	A
Zoila Datorre	P	P	P	P	A
Margarita Esquiroz (resigned 10/10/05)	A	A	A	A	-
Florentino Gonzalez	P	A	A	P	P
Geoffrey Philp	A	A	A	P	A
Gene Sinclair Tinnie (resigned 10/10/05)	A	A	A	A	-
Lea N. Verrecchia (appointed 8/23/05)	-	-	-	P	P
Dayle Wilson	A	P	P	P	P
Carol Wyllie	P	P	P	A	P
<u>PRESENT:</u>	5	6	4	8	5
<u>ABSENT:</u>	5	4	6	3	3

P – indicates that Board member was present

A – indicates that Board member was absent

MIAMI-DADE COUNTY PUBLIC LIBRARY ADVISORY BOARD

Attendance at Meetings – 2006

<u>NAME</u>	<u>1/18</u>	<u>3/20</u>	<u>5/25</u>	<u>9/11</u>	<u>11/20</u>
Maria Velez, Chair	P	P	P	P	A
Zoila Datorre, V-Chair	P	P	P	P	P
Ellery Brown (resigned 9/11/06)	A	P	A	A	-
Florentino Gonzalez	A	A	A	P	A
Ana Kasdin (appointed 2/7/06)	-	P	A	P	A
Geoffrey Philp (resigned 3/20/06)	A	A	-	-	-
Dayle Wilson	P	A	A	A	A
Lea N. Verrecchia	P	P	A	A	P
Carol Wyllie	P	P	A	A	A
<u>PRESENT:</u>	5	6	2	4	2
<u>ABSENT:</u>	3	3	6	4	5

P – indicates that Board member was present

A – indicates that Board member was absent

ARTICLE XXII. PUBLIC LIBRARY ADVISORY BOARD*

*Editor's note—This article is derived from Ord. No. 63-27, adopted on July 2, 1963. Section 10 of said ordinance declared it to be the intention of the County Commission that the provisions of the ordinance, including the recitations contained in the "whereas" clauses, become a part of this Code of Ordinances. The "whereas" clauses read as follows:

"WHEREAS, it is recognized that the establishment, maintenance and administration of adequate Public Library facilities to which the general public has free access as places of resort to seek quiet study, educational pursuits and enjoyment constitute joint functions and responsibilities of the State, County and municipal government; and

"WHEREAS, it is apparent that increased and expanded Public Library facilities and services, and the coordination of existing Public Library facilities and services, are urgently required in order to meet the needs of the ever increasing population of this metropolitan area. This may be accomplished only by appropriate planning based upon accurate factual data and information and sound financial feasibility; and

"WHEREAS, the planning and accomplishment of a sound, feasible and adequate Public Library system for the use and benefit of all the residents and visitors of this metropolitan area constitutes a governmental function or service that is susceptible to, and may be most effectively performed, under a uniform plan and program applicable to and embracing this entire metropolitan area; and

"WHEREAS, the general laws of the State of Florida grant to the Boards of County Commissioners of the several counties the permissive power to establish, operate and maintain free public libraries, and prescribe the methods and procedures by which such power shall be exercised. The general laws further authorize certain types of grants of financial assistance to counties meeting regulations established by the State Library Board. The general laws also grant to the governing bodies of municipalities the power and authority to establish, maintain and operate public libraries in accordance with the prescribed statutory procedures. The Home Rule Charter of Government for Dade County, Florida, empowers the Board of County Commissioners to provide libraries and other cultural facilities and programs, to create by ordinance such Boards as may be deemed necessary, and to carry on a central metropolitan government and perform such acts as may be required in the common interest of the people; and

"WHEREAS, the coordination and reconciliation of the applicable and controlling requirements of law, the coordinate and feasible utilization of existing facilities and services, and the appropriate planning for additional facilities and services, relating to public libraries, may be best accomplished through the medium of an advisory Board composed of outstanding qualified citizens,

"NOW, THEREFORE BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF DADE COUNTY, FLORIDA:"

Sec. 2-192. Short title.

This article shall be known and may be cited as the "Metropolitan Dade County Public Library Advisory Board Ordinance".

(Ord. No. 63-27, § 1, 7-2-63)

Sec. 2-193. Declaration of legislative intent.

It is the purpose and intent of the Board of County Commissioners, in enacting this article under and pursuant to the provisions of Section 4.08 of the Home Rule Charter, to create and establish an Advisory Board of official status composed of outstanding citizens with representative interests and geographical distribution, who are dedicated to the purposes of providing a feasible, adequate Public Library system for this entire metropolitan area in cooperation with all other governmental entities, and that will be in a position to furnish information, advice and counsel to the Board of County Commissioners in respect to the appropriate means and methods by which adequate Public Library facilities and services may be provided within the framework of the County government on a sound financial basis

for the use and benefit of all residents and visitors of this metropolitan area, and to work towards the development and implementation of sound programs for public libraries through the mutual cooperation between the State, County and municipal governments and agencies and coordination with non-governmental organizations interested in library facilities and services. This article shall not be construed as delegating to such advisory board or its members any power or authority of a governmental, legislative or administrative nature, but as the establishment of an official instrumentality by which the Board of County Commissioners may obtain the benefit of accurate, comprehensive information, advice and counsel concerning all matters relating to public libraries and other cultural facilities and programs which may be necessary for appropriate action by the Board of County Commissioners.

(Ord. No. 63-27, § 2, 7-2-63)

FLORIDA COLLECTION
MIAMI-DADE PUBLIC LIBRARY
101 WEST FLAGLER STREET
MIAMI, FL. 33130-1523

OCT 2 1 1999

Sec. 2-194. Creation of Advisory Board.

There is hereby created and established in Dade County, Florida, an Advisory Board to be known as the Metropolitan Dade County Public Library Advisory Board.
(Ord. No. 63-27, § 3, 7-2-63)

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Sec. 2-195. Membership; vacancies; qualifications; term.

(A) *Membership.* The Metropolitan Dade County Public Library Advisory Board shall consist of eleven (11) members appointed by the County Commission. Eight (8) members shall be residents of the Library Taxing District and three (3) members shall be residents of the City of Miami and members of the City of Miami's Library Board.

(B) *Vacancy.* Vacancies from among the aforesaid three (3) members who are residents of the City of Miami shall be filled as follows:

- (1) The Board shall submit a list of three (3) candidates to the City Commission.
- (2) The City Commission shall select one (1) of the candidates to submit to the County Commission; however, in the event that none of the three (3) candidates suggested meet with City Commission approval, the Board shall submit three (3) different names to the City Commission for its consideration.
- (3) The County Commission shall appoint the suggested candidate to the Board; however, in the event that the candidate suggested does not meet with County Commission approval, the City Commission shall either submit one (1) of the remaining candidates to the County Commission or request three (3) different names from the Board.

This process shall continue until a replacement has been appointed.

(C) *Qualifications.* Each member shall be a qualified elector of Dade County, and shall possess a reputation for civic pride, integrity, responsibility, and business or professional ability, and shall have demonstrated an active interest in Public Library facilities and services. As far as practicable, the membership of the Board shall be representative of the various interests of this metropolitan area in respect to geographic and economic factors.

(D) *Terms.* The term of office of the membership shall be one (1) year for three (3) members, two (2) years for three (3) members and three (3) years for three (3) members; and effective October 1, 1986, the Board of County Commissioners shall appoint the tenth member to a two (2) year term

and the eleventh member to a three (3) year term with appointments thereafter to be for a term of three (3) years for each of the eleven (11) members. Appointments to fill any vacancy on the Board shall be for the remainder of the unexpired term of office. Terms of office of members of the Board appointed by the Board of County Commissioners, which would normally expire on or between the dates of January 1 through June 30, or July 1 through December 31 of the termination year, shall be deemed ended and expired as of March 31 or September 30 thereof respectively; and the position thereon vacated may be refilled by the Board of County Commissioners. Prior to October 1, 1989, the Board of County Commissioners shall review the composition of the Public Library Advisory Board.

(Ord. No. 63-27, § 4, 7-2-63; Ord. No. 63-29, § 1, 7-16-63; Ord. No. 64-39, § 5, 9-1-64; Ord. No. 71-78, § 1, 9-22-71; Ord. No. 73-20, § 1, 3-8-73; Ord. No. 77-81, § 1, 11-15-77; Ord. No. 86-65, § 1, 9-16-86; Ord. No. 86-84, § 1, 10-28-86)

Sec. 2-196. Removal of members.

Any member of the Board who ceases to be a qualified elector of Dade County shall immediately forfeit his office. Should a vacancy result from such forfeiture, or should any member of this Board fail to attend three (3) consecutive meetings of the Board without due cause, the Chairman of the Board shall certify the same to the County Commission, who shall fill the vacancy created thereby by appointment. Any member of the Board may be removed from office without cause by two-thirds vote of the entire membership of the County Commission.

(Ord. No. 63-27, § 5, 7-2-63; Ord. No. 67-15, § 4, 3-7-67)

Sec. 2-197. Organization of Board; quorum; meetings; clerical personnel.

The members of the Board, or a majority thereof, shall select a Chairman and such other officers as may be deemed necessary or desirable, who shall serve at the will of the Board. A majority vote of the entire membership of the Board shall be necessary to take any action. A majority of the members of the Board shall constitute a quorum necessary to hold a meeting or take any action. The

Chairman may call meetings of the Board, and meetings may be called by written notice signed by four (4) members of the Board, and the Board at any meeting may fix and call a meeting for a future date. Minutes shall be kept of all meetings of the Board. All meetings shall be public. The County Manager shall provide adequate and competent clerical and administrative personnel as may be reasonably required by the Board for the proper performance of its duties and functions, subject to budget limitations as fixed by the County Commission.

(Ord. No. 63-27, § 6, 7-2-63; Ord. No. 63-34, § 1, 8-27-63; Ord. No. 64-39, § 6, 9-1-64; Ord. No. 71-78, § 2, 9-22-71)

Sec. 2-198. Compensation; expenses.

Members of the Public Library Advisory Board shall serve without compensation, salary or remuneration of any nature, but the County Commission may provide in the annual County budget sufficient funds for the reasonable and necessary expenses incurred by the Board in performance of its duties and functions prescribed by the provisions of this article.

(Ord. No. 63-27, § 7, 7-2-63)

Sec. 2-199. Duties and functions.

The Public Library Advisory Board shall have the following duties, functions and responsibilities:

- (a) To serve in an advisory capacity to the County Commission in respect to all matters pertaining to Public Library and other cultural facilities, and to make periodic reports and recommendations in respect to such matters.
- (b) To make a continuing study of all existing Public Library facilities and services in this metropolitan area, and the future needs of this community in respect to Public Library facilities and services.
- (c) To formulate plans and programs for the coordination of the activities of all governmental entities, and nongovernmental agencies, relating to Library facilities and services.

- (d) To formulate comprehensive, feasible plans and programs for providing adequate Public Library facilities and services necessary to fulfill the present and future needs of this metropolitan area.

- (e) To devise means and methods by which existing and future Library facilities and services may be improved and more fully utilized to provide better service and availability to the general public.

- (f) To make a continuing study and periodic reports and recommendations for a sound, feasible program for financing the costs of improving existing Library facilities and services and providing additional Public Library facilities and services.

- (g) To review all laws, regulations and requirements governing Public Libraries and make recommendations concerning appropriate actions that may be taken to achieve the objective of providing adequate Public Library facilities and services for this metropolitan area, and to devise programs by which financial assistance from other governmental entities may be utilized to the fullest extent.

- (h) To perform and carry out such other duties and functions of an advisory nature as may be assigned to the Board by the County Commission.

(Ord. No. 63-27, § 8, 7-2-63)

Sec. 2-200. Limitation on powers of Board.

The Public Library Advisory Board shall have no power or authority to commit the County Government to any policies or to incur any financial obligation or to create any liability on the part of the County. No actions or recommendations of this Board shall be binding upon the County until approved or adopted by the County Commission. This Board shall not infringe upon any of the powers granted by law to any other duly constituted Board relating to matters involving Public Library facilities and services.

(Ord. No. 63-27, § 9, 7-2-63)

Secs. 2-201-2-203. Reserved.

Miami-Dade County Public Library Advisory Board

Mission Statement

The Mission of the Library Advisory Board of the Miami-Dade Public Library System to furnish information, advice and counsel to the Mayor and Board of County Commissioners of Miami-Dade County with respect to the appropriate means and methods by which adequate public library facilities and services may be provided on a sound financial basis for the use and benefit of all residents within the Library System's taxing district.

BY-LAWS
MIAMI-DADE COUNTY PUBLIC LIBRARY ADVISORY BOARD

ARTICLE I. MEETINGS

The regular monthly meeting of the Miami-Dade County Public Library Advisory Board shall be held at least quarterly, September through May.

Special meetings may be called by the Chairperson, or upon the written request of six members for the transaction of business stated in the call for the meeting, and the Library Advisory Board at any meeting may fix and call a meeting for a future date.

Notices of all regular and special meetings shall be provided to all members at least four days before the meeting.

ARTICLE II. OFFICERS

Officers of the Library Advisory Board shall be elected to serve a two year term and shall be as follows: Chairperson, and Vice-Chairperson. In the event a vacancy occurs in these offices, a replacement may be named at any regular or special meeting. No officer shall serve more than two consecutive full terms.

The Chairperson of the Library Advisory Board shall preside at all meetings, appoint all committees, authorize calls for any special meetings, and generally perform the duties of a presiding officer. In the absence of the Chairperson from a Library Advisory Board meeting, the Vice-Chairperson shall preside.

ARTICLE III. COMMITTEES

Special committees for the study and investigation of special problems may be appointed by the Chairperson, such committees to serve until the completion of the work for which they were appointed. There shall be a standing Nominating Committee, chaired by the Vice-Chairperson, and a Strategic Planning Committee, each of which shall report to the Library Advisory Board its recommendations for forwarding to the County Commission and the Mayor.

ARTICLE IV. QUORUM

A quorum for the transaction of business shall consist of a majority of the board.

ARTICLE V. THE DIRECTOR

The Director shall be an ex-officio member of the Library Advisory Board and shall have charge of preparing the agenda for Library Advisory Board meetings subject to the inclusion of any items that individual Library Advisory Board members request to be brought to the attention of the entire Library Advisory Board. The Director shall attend all Library Advisory Board meetings except those at which his or her duties are to be discussed.

ARTICLE VI. MEMBERSHIP

The Nominating Committee shall annually forward a list of three (3) candidates for each Library Advisory Board position to become vacant in that year. It is the objective of the Library Advisory Board to make reasonable efforts to accommodate in its membership the geographic and ethnic make-up of the community. The immediate past Chairperson of the Library Advisory Board may serve as a non-voting member once their term has expired. The Library Advisory Board shall approve the Committee recommendation or substitute names for nomination and forward these to the Board of County Commission. No member of the Library Advisory Board shall be renominated if their unexcused absences have exceeded 50% during the existing term of office.

ARTICLE VII. AMENDMENTS

These by-laws may be amended at any regular meeting of the Library Advisory Board by a 2/3 majority vote, provided the amendment was stated in the call for the meeting.

Amended by the Library Advisory Board, March 11, 2002

LIBRARY ADVISORY BOARD MEETING
February 12, 2007

The February meeting of the Library Advisory Board was held at the Fairlawn Branch Library on Monday, February 12, 2007 at 9:00 a.m. with Maria Velez as Chairperson.

Members present:

Zoila Datorre
Anthony Cantey
Lea Nickless
Maria Velez
Carol Wyllie

Members absent:

Florentino Gonzalez (E)
Ana Kasdin (E)
Sandra Vanden (E)
Dayle Wilson

Library Staff Present: Phyllis Alpert, Lainey Brooks, Suzet A. Cleary, Lucrece L. Louinis, Sylvia Mora-Ona, Raymond Santiago and Bill Urbizu

Approval of Minutes

Ms. Velez requested a motion to approve the November 20, September 11, May 25, and the March 20, 2006 meeting minutes. The motion was moved by Ms. Wyllie, seconded by Ms. Datorre and subsequently passed.

Board Appointments

Zoila Datorre explained that Zelda Glazer, one of the nominees for the two board vacancies died in a car accident before both nominations could be put before the Board of County Commissioners. The Nominating Committee is therefore asking for approval to put the name of Mohammed K. Farouk in her place. Ms. Velez called for a vote to approve the committee's nominee. Ms. Datorre moved. Ms. Wyllie seconded. Vote was unanimous.

Director's Report

Programs:

1. Barber Shop Exhibit : The members were directed to their packet to see the many programs and activities the library is currently producing. Among these activities is the Mai Library's Barber Shop Photographic Exhibit which received a major full page story in The Miami Herald (2/12/07).
2. Art of Storytelling 2007: Director Raymond Santiago and Assistant Director Lucrece Louisdhon-Louinis traveled to Aix-en-Provence on a scouting mission to make arrangements for this year's professional and cultural exchange. In March, our librarians will travel to Aix to learn about their services and cultural activities as well as to present workshops on how we do things here. In April, our library will once again be holding an Art of Storytelling Camp series in seven branches for children 8 to 13. Seniors have been learning to tell their stories in a special new related series that began in October. Local storytellers will begin to showcase the Art of Storytelling in a series of library performances beginning May 1. All of these programs will culminate with the actual Festival May 18 and 19.

3. Art of Storytelling 2008: Kathleen Murphy, Executive Director of the Miami-Dade Public Library Foundation has already been making important connections with Medellin Colombia for the 2008 festival and exchange.
4. S.M.A.R.T.: This Saturday's tutoring program served more than 33,000 students last year. It continues to be strong and is already at full capacity.
5. Hours of Operation: In response to the high demand for more opening hours, the library is now offering seven days per week service at seven libraries with an additional eleven libraries offering six day service. The next budget request will be for more libraries to be open more days.

Statistics: Monthly statistical reports were included in packets. The statistics show that the library system is very healthy and busier than ever.

Budget: The Director and his senior staff are currently working on the budget for FY 2007-2008 based on a 14% increase.

1. Major emphasis is being put on support staff. In light of the library's rapid growth there is a great need for more administrators, automation staff, maintenance, drivers and other similar support staff.
2. Ongoing Maintenance Fund -- The library also hopes to create a fund to deal with those projects that can not be covered from the annual operating budget.
3. Ongoing Automation Fund -- The library hopes to create a similar fund for automation growth, upgrades and maintenance needs that are not covered from the annual operating budget.

Capital Projects: Copies of the Capital Plan Monthly Status Report were included in packets for board members to review.

1. Arcola Lakes and Country Walk are in the zoning phase.
2. Doral -- Land has been purchased at retail price. This project is now entering the design stage.
3. Hialeah Gardens -- An Inter-local Agreement is about to be approved in which the city will construct the building using one of the library's prototype models.
4. Killian -- The library is still looking for land for the Killian library.
5. Main -- The public bathrooms are undergoing major renovations with a May 1 projected completion date.
6. Miami Springs -- This facility will be temporarily moved to another location while it undergoes major renovations.
7. Northeast -- The library is currently working on an inter-local agreement with the City of Aventura that will make this facility of mixed-use building.
8. Palm Springs North -- The library is looking to increase in size by 1500 feet.
9. Shenandoah -- Wording is being worked out regarding the inter-local agreement relating to profit sharing of the coffee carts in this library and our other libraries that are in City of Miami buildings.

The library is looking toward more joint projects such as the Northeast library but also in terms of programming. The library already works with Juvenile Court and the Miami Children's Hospital on programs that help to expand library services.

Ms. Datorre remarked how pleased she is to have worked so diligently on seeing the new Miami Beach Regional Library from concept to completion and more importantly to see how many

people are using it including her daughter who uses it for college research on weekends and evenings. It was then pointed out that Bedtime Stories for Toddlers have also been brought back to some of the libraries as another popular program.

New Business

Sunset Review of County Boards

The Director reviewed the questionnaire with board members. Ms. Velez called for a vote to approve the Sunset Review of County Boards. Ms. Wyllie moved. Ms. Datorre seconded. Vote was unanimous.

Ms. Velez asked if the library is sending a contingency to Tallahassee for Library Legislative Days. The Director reported that since none of the board members could make it and that since it does not appear that there will be a change from the state in terms of funding, the library would not be sending a contingency this year. The Director went on to say that he and his staff continue to meet with the legislators at the local level and that the board's contacts with these individuals to discuss maintaining the library budget are also extremely important. To that end, Ms. Datorre then asked that a current list of legislators (commissioners, state, federal) showing their libraries and proposed libraries in their districts be sent to the members of the board so that they can continue to advocate on the library's behalf.

When asked by Ms. Velez how the members liked having the meeting in the morning at a library branch, the members said that they indeed liked meeting at a branch so that they could see the different facilities. They expressed the desire to continue meeting outside the Main Library on a periodic basis. Therefore, it was decided that the next meeting of the Board will take place at the Main Library, March 12, at 12:30pm, with the Director suggesting that the May meeting be held at the new Golden Glades library. Ms. Velez asked the members to think more about when and where they would like their meetings and to revisit the idea of taking a tour of library facilities.

The meeting was adjourned at 9:45 a.m.

Respectfully submitted,
Lainey Brooks